

Indiana Commission for Higher Education
Indiana Board for Proprietary Education

Out-of-State Institutions and
In-State Proprietary Institutions Offering Instruction in Indiana
with a Physical Presence in the State

DEGREE APPLICATION
(New or Renewal program)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Name of Institution	<u>Kaplan University</u>		
Name of Program	<u>Associates of Applied Science in Criminal Justice and Criminology (45.0401)</u>		
Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.)			<u>AAS</u>
Name of Person Preparing this Form	<u>Kelly Karki</u>		
Telephone Number	<u>312-385-1416</u>	Telephone Number	
Date the Form was Prepared (Revise date after any revision)	<u>October 7, 2015 (Revised 11/23/2015)</u>	Date the Form was Prepared	

I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

The Associate of Applied Science in Criminal Justice and Criminology program provides a foundation in criminological, sociological, and psychological theories. Applied knowledge, technical skills, and communication skills gained within this program offers students the ability to pursue or advance career opportunities in a wide range of positions in the field of criminal justice, including law enforcement, criminological research, crime analysis, the courts, adult and juvenile justice, and public safety.

II. PROGRAM STRUCTURE: List all courses in the program. Indicate course name, course number, and number of credit hours or clock hours for each course.

Name of Program: _____ AAS Criminal Justice and Criminology

Total Course Hours: 90 Quarter Check one: Quarter Hours X
 _____ Semester Hours _____
 _____ Clock Hours _____

Tuition : 35,239 Length of Program: 90 Weeks

SPECIALTY COURSES:

CJ100	Preparing for a career in public safety	5
CJ 101	Introduction to the Criminal Justice System	5
CJ 102	Criminology I	5
SS 144	Sociology	5
CJ 140	Introduction to Constitutional Law	5
CJ 110	Introduction to Crime Analysis	5
CJ 266	Deviance and Violence	5
CJ 200	Fundamentals of Psychological Profiling	5
CJ 233	Introduction to Forensic Psychology	5
CJ 289	Capstone	5
Major electives	Choose four from CJ, LS, SS, and/or PS. We recommend: CJ211 Police Operations CJ140 Introduction to Constitutional Law PS124 Introduction to Psychology or SS144 Sociology SS236 People, Power, Politics-An Introduction to American Government	20

LIBERAL ARTS:

CM 107	College Composition	5
CM 220	College Composition 2	5
Math	MM150: Survey of Mathematics OR MM212: College Algebra (Recommend MM212)	5

General Courses

Open	Elective	5
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Number of Credit/Clock Hrs. in Specialty Courses:	<u>70</u>	/	<u>90</u>	Percentage:	<u>78</u>
Number of Credit/Clock Hrs. in General Courses:	<u>5</u>	/	<u>90</u>	Percentage:	<u>5</u>
If applicable:					
Number of Credit/Clock Hrs. in Liberal Arts:	<u>15</u>	/	<u>90</u>	Percentage:	<u>17</u>

III. LIBRARY: Please provide information pertaining to the library located in your institution.

1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

Links to the Library are available from within the Kaplan University Campus student portal, or students and faculty may go directly to Kaplan University's website. At the beginning of 2013, Kaplan invested in improving the library's user experience by adding EBSCO Discovery Service, bringing the Library a modern web-scale search engine that allows users to search the library's materials through a single point. Students and faculty may access library resources from anywhere 24 hours per day, 7 days per week.

The Online Library staff is available to answer reference questions by e-mail, instant message, and telephone. The library guarantees response times to student emails within one business day, and chat services are available at set times posted on the library website, Monday - Friday. Reference services are well used, with thousands of questions coming to Library staff annually.

Kaplan University's online library holdings offer a range and quantity of materials sufficient to support student learning. Students can search and open the full text of thousands of articles from over 18,000 subscribed serial publications that cover a wide variety of subjects relevant to our degree programs. Students can also search and read the full text of over 148,000 e-book titles, and hundreds more open access journals and e-books published on the web.

2. Number of volumes of professional material:

See Above

3. Number of professional periodicals subscribed to:

See Above

4. Other library facilities in close geographical proximity for student access:

Not Applicable

IV. FACULTY: Attach completed Instructor's Qualification Record for each instructor.

**** Include all required documentation pertaining to the qualifications of each instructor.**

Total # of Faculty in the Program:	90	Full-time:	5	Part-time:	85
Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)					

List Faculty Names (Alphabetical Order)	Degree or Diploma Earned	# Years of Working Experience in Specialty	# Years Teaching at Your School	# Years Teaching at Other	Check one:	
					Full- time	Part- time
Anderson, Thomas	MS	6.4	0			X
Araujo, Katia	PsyD	8	0			X
Ayers, James	MA	5.5	0			X
Bashore, Thomas	MA	5.5	0			X
Berry Austin, Kitty	MS	4.7	0			X
Bilodeau, Daniel	MS	8	0			X
Block, Sara	JD	5.5	0			X
Boone, Kelly	EdD	10	0			X
Brown, Dawn	MCJ	10.5	0			X
Bryant, Michael	MS	2.8	12			X
Buonano, George	MA	7.2	0			X
Bushway, Scott	MA	6.2	0			X
Call, Matthew	MS	7.9	0			X
Campbell, Terry	MPA	11.9	0			X
Contino, Gregory	MS	2.8	0			X
Crowther, Andrew	MS	7.7	0			X
Cuevas, Jessie	MCJ	10.7	0			X
Dahl, Patricia	PhD	7.2	0			X
Danigole, Brian	MS	5.5	0			X
DeSpain, George	MEd	6.2	0			X
Denner, Maryann	MS	4.9	0			X
Effler, Chet	MA	5.1	0			X
Fernandez, Alvaro	MPA	5.6	0			X
Findley, Jerry	PhD	3	2.9		X	
Foley, Martin	MEd	5.5	0			X
Forbes, William	MPA	10.6	0			X
Fox, Andrew	JD	6.9	0			X
Genovese, Thomas	JD	5.4	0			X
Gibbons Jr., John	MS	5.3	0			X
Gill, Jeffrey	MPA	2.8	7			X
Globokar, Julie	PhD	11.2	0			X
Hadley, Jared	MS	4.9	0			X
Halley, Fred	MS	10.5	0			X
Hanlon, Jim	JD	5.5	0			X
Hicks, Theresa	MPA	2.6	0			X

Horton, Nancy	PhD	7.4	0			X
Horwath, Cheryl	MS	10.7	0			X
Hulvat, Jennifer	JD	10.5	0		X	
Humber, Roger	MS	7.7	0			X
Hynes, Laura	JD	6.2	0			X
Iglio, Michael	MS	2.6	0			X
Johnson, Cindy	MS	12.7	0			X
Kirchgraber, Todd	MCJ	9	0			X
Kozyra, Timothy	JD	11.1	0		X	
Lafond, Blake	MS	2.8	0			X
Lagerwall, Thodore	JD	7.8	0			X
Lebreck, Paul	MA	11	0			X
Legursky, Candida	MS	9.5	0			X
Lenefsky, Allan	JD	6.4	0			X
Leonard, Rodney	MS	7.2	0			X
Levit, Jodi	MA	9	0			X
London, Charmaine	MS	6.3	2.6			X
Major, Aline	MA	10.6	0			X
Maloney, Daniel	JD	6.6	0			X
Matoesian, Gregory	PhD	11.7	0			X
McCarty, Alan	MPA	10.9	0			X
McCoy, Jack	MS	10.5	0			X
McGovern, Carolyn	MS	10.7	0			X
Miles, Paul	MS	5.2	0			X
Miller, Kim	MSCJ	5.4	0			X
Minella, Joseph	MS	11.9	0			X
Mitchell, Ami	MA	7.2	0			X
Perez, Ann Marie	JD	10.6	0			X
Pinter, Kelly	MA	5.4	0			X
Post, William	MS	9.5	3.9			X
Quesinberry, Jeffrey	MBA	8	0			X
Robinson, Chloe	MA	8.6	0			X
Robinson, Douglas	MS	8.1	0			X
Robison, Brian	MS	10.7	0			X
Schroeder, Nicolle	MSM	2.8	7.8			X
Sellen, David	MA	3.3	0			X
Sever, Brion	PhD	8.2	0			X
Shipley, John	JD	10.2	0			X
Smith Chupik, Ellen	MPA	10.2	0			X
Sorich, Michael	JD	5.5	0			X
Sperling, Jonathan	MS	7.7	0			X
Stroud, Tony	JD	7.2	0			X
Stull, Jacob	MS	5.9	0			X
Tannahill, John	MA	10.6	0			X
Thakkar, Shital	JD	5.5	0			X
Townsend, Tracy	MS	7.7	0			X
Wade, Lee	MPA	5.6	0			X
Walton, Janice	PhD	7.3	0			X
Wardrop, Gerald	MS	12.2	0			X

Wegner, Jennifer	MA	6.4	0			X
Winters, Robert	JD	11.5	0		X	
Womer, Denise	PhD	2.8	0		X	
Yohman, Donna	MS	5.6	0			X

Indiana Commission for Higher Education
Indiana Board for Proprietary Education
Supplementary Information on
Licensure, Certification, and Accreditation

Institution: Kaplan University

Degree Program: AAS Criminal Justice and Criminology

Locations: Indianapolis

State Licensure –Does a graduate of this program need to be licensed by the State to practice their profession in Indiana and if so, will this program prepare them for licensure?

This program will not prepare an individual to be certified as a police officer in Indiana or a Jail Officer, however not all positions individuals may be interested in will require a state certification such as private security or loss prevention.

If so, please identify

The specific license(s) needed:

Basic Law Enforcement Training, either Tier I, Tier II, or Tier III depending on the specific job.

To be a certified a police officer in Indiana, an individual must attend the Indiana Law Enforcement Academy for at least a portion of their training. They may complete other portions at other locations throughout the state. Jail Officers in Indiana are required to complete a 40 hour course.

The State agency issuing the license(s):

State of Indiana

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Professional Certification

What are the professional certifications that exist for graduates of similar program(s)?

AAS in Criminal Justice.

Will a graduate of this program be prepared to obtain national professional certification(s) in order to find employment, or to have substantially better prospects for employment, in a related job in Indiana?

This program does not prepare for specific certification.

If so, please identify

Each specific professional certification:

The national organization issuing each certification:

Please explain the rationale for choosing each professional certification:

Please identify the single course or a sequence of courses that lead to each professional certification?

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Professional Industry Standards/Best Practices

Does the program curriculum incorporate professional industry standard(s) and/or best practice(s)? Yes

If so, please identify :

We consulted with our Advisory Board members, faculty members and other staff who are current or former practitioners and also current researchers in the field. These individuals provided guidance into the best practices of the profession.

We also follow many of the guidelines set forth by the Academy of Criminal Justice Sciences for their academic programs. We are an institutional member of ACJS and members of our faculty and advisory board are individual members of ACJS. We consulted with these individuals in creating this degree

The specific professional industry standard(s) and/or best practice(s):

Best practices were derived from individuals active within the profession as well as the guidelines set by ACJS. Below is an example of the guidelines listed in the ACJS guide:

B.1 The program clearly specifies and publishes program goals, objectives, and requirements. The institution's mission and purposes are reflected in the specific educational objectives of the program. Requirements for the program are based upon clearly defined and articulated learning objectives, including a mastery of the knowledge, methods of inquiry, and intellectual skills pertinent to the study of the causes, consequences, and responses to crime and its interrelatedness to other areas of inquiry.

B.2 The program design is characterized by sufficient content, breadth, depth, coherence, and rigor appropriate to its higher education level. Individual courses and programs are dynamic and responsive to new developments in the field and modes of inquiry.

B.3 The program and courses provide an opportunity for reflection and for analysis of the subject matter. Programs and courses offered on other than the usual semester/quarter hour basis or through distance learning modalities (internet, television, video-conferencing, or other means) or through different divisions of the institution (e.g., day division, evening division, continuing education division) demonstrate that students completing these programs or courses acquire levels of knowledge, understanding, and competencies comparable to those expected in similar programs offered in more traditional time periods and modalities. ACJS Certification Standards—Associate 5/2/05; Amended 10/28/05 8 of 8

B.4 The methods of evaluation of student performance are appropriate and consistent with established institutional and academic standards and are comparable to other programs throughout the institution.

B.5 The broad scope of the field of criminal justice is reflected in the associate curriculum and is a balanced presentation of the issues of the field. All associate degree programs must demonstrate that the content areas below are substantively addressed in the curriculum. Individual courses may address multiple content areas.

The organization or agency, from which the professional industry standard(s) and/or best practice(s) emanate:

Private organizations which employ our Advisory Board members, criminal justice researchers and the ACJS

The curriculum follows best practices of the industry:

Below are examples found within the ACJS guidelines for the Criminology area: Criminological Theory The nature and causes of crime, typologies, offenders, and victims.

Additionally ACJS recommends:

An associate program in criminal justice includes a systematic examination of the issues of diversity in criminal justice through either specific required courses and/or the integration of these issues within the program's curriculum. Further, programs should provide evidence that students are taught to employ ethical perspectives and judgments in applying this knowledge to related problems and changing fact situations.

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Program Accreditation

Does this program need specialized accreditation in order for a graduate to become licensed by the State or to earn a national professional certification, so graduates of this program can work in their profession or have substantially better prospects for employment? **N/A**

If so, please identify the specialized accrediting agency:

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Transferability of Associate of Science Degrees

Since CHE/BPE policy reserves the Associate of Science designation for associate degrees whose credits apply toward meeting the requirements of a related baccalaureate degree, please answer the following questions:

Does a graduate of this A.S. degree program have the option to apply all or almost all of the credits to a related baccalaureate degree at your institution? **Yes**

If so, please list the baccalaureate degree(s): **BS Criminal Justice**

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Job Titles

List specific job titles and broad job categories that would be appropriate for a graduate of this program:

Police Officer

Detective

First Line CJ supervisor